

Columbia County Tax Commissioner
Motor Vehicle Division
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Columbia County Tax Commissioner

Renewing Your Vehicle's License Plate

License Plate Renewal

An application to renew a Georgia license plate with the purchase of a renewal decal may be made up to 30 days before the last day of the primary vehicle owner's or the primary lessee's registration period. The primary vehicle owner or the primary lessee is the vehicle owner or lessee whose name is shown first on the vehicle title or registration certificate. Failure to renew the registration of a vehicle by midnight on the last day of the primary owner's or the primary lessee's registration period will result in late fees being assessed and collected.

Renewal Notices

Renewal notices are mailed to registered owners about 30 days before the beginning of the owner's or the lessee's registration period. If a vehicle is registered in a business name, a renewal notice is mailed 60 days before the beginning of the business registration period. If the county's millage rate has been established at the time of printing, these notices will reflect the amount of ad valorem tax due. Other required registration fees may also be due, (i.e. annual tag/decal fee, manufacturing fee, annual special tag fee, mailing fee and liability insurance fees, etc. Renewal notices are printed by a vendor and mailed as a courtesy.

If a renewal notice is received for a vehicle you no longer own, it may be destroyed. If a renewal notice is not received, please contact the Motor Vehicle Office as soon as possible. ***You are still required to renew your vehicle's registration during your registration period even if you do not receive a renewal notice or if you receive and uncalculated total due renewal notice.*** Motor vehicle owners are encouraged to renew their motor vehicle tag registrations by mail or on-line.

Corrections to Renewal Notice

If you receive a vehicle renewal notice with incorrect information, first follow the instructions that may appear on the front of the notice in the "Message from your Tax Commissioner" area. If there are not instructions in this area, contact the Motor Vehicle Office.

If you have not received a renewal notice by the first week of your registration period or you have received an uncalculated or incorrect renewal notice, contact the Motor Vehicle Office ***immediately*** for instructions.

Internet (On-Line) Registration Renewal

You may renew your Georgia vehicle's license plate on-line. The Motor Vehicle Office will mail you a renewal notice that contains instructions for renewing your vehicle's tag registration on-line.

To renew online, follow the instructions shown on your bill.

The service fee for credit or debit cards is 2.35% (\$1.00) minimum). The State, Department of Revenue and Columbia County do not receive any of the convenience fees. This convenience fee is in addition to the other fees and taxes due at the time of renewal. Your renewal notice reflects the total fees due, excluding the convenience fee.

Requirements for Online Renewal:

Your renewal notice must have a RIN (renewal identification number), a unique number printed on renewal notices for customers living in counties participating in the on-line renewal program. Pay all registration fees, taxes and the convenience fee by debit card, or credit card. You will know the actual cost before you complete the transaction. You may cancel at any time before the transaction is complete.

After a successful on-line registration, your new registration certificate and renewal decal will be mailed to you from the Columbia County Motor Vehicle Office within two business days.

Mail-in and In-Person Renewal:

To renew your vehicle's tag registration, submit the following to the Columbia County Motor Vehicle Office during your registration period.

- Your renewal notice (if you have received one that reflects correct and complete information), or a completed Form MV-1 Title/Tag Application.
- If you apply in-person, you must show your valid Georgia driver's license or Georgia identification card.
- Proof of Georgia liability insurance (if applicable).
- All fees and/or taxes due (as shown on your calculated renewal notice) with cash, check, money order payable to the Columbia County Tax Commissioner or MasterCard, VISA or Discover Card. There is a \$4 convenience fee due for all credit card transactions.

Penalties

In addition to the regular annual license plate registration fee, any ad valorem taxes due, any fees associated with a special license plate, and the \$1.00 mailing fee (if your tag or decal is to be mailed to you), the following penalties will be assessed if you fail to renew your vehicle's license plate during your registration period:

- 25% of the license plate fee
- 10% of the ad valorem tax